

## **APPROVED MINUTES OF THE DECEMBER 7, 2005 MEETING OF THE FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, Virginia, Conference Rooms 2-3

Attending: **SBC Members**  
Samuel Phipps, Chairman, Lee District  
Katy Fike, Mount Vernon District  
Robert Secundy, At-Large  
Scott Monett, Dranesville District  
Marvin Powell, Sully District  
Mark Roeber, Springfield District  
Beatrice Malone, Hunter Mill District  
Elizabeth Novak, Mason District

### **Staff (Department of Purchasing and Supply Management)**

Cathy A. Muse, Director,  
Marvis Marshall, Vendor Relations Division

Absent: Marjorie Castro, Providence District  
Omar Kader, At-Large  
Harold Pyon, Vice-Chairman, Braddock District  
Thomas Kim, At-Large

Guest: John Elzroth, Providence District 2006 appointee

Sam Phipps called the meeting to order at 7:15 pm

**Minutes from the November 22, 2005 meeting were approved as submitted.**

Mark Roeber presented motion, Libby Novak seconded. The motion carried.

### **Revised Charter and By-Laws**

Katy Fike presented a motion to accept the revisions to the Charter and By-Laws, as presented and to have staff prepare final for Board of Supervisor approval, Bob seconded. The motion carried.

### **Staff Reports**

**SBC Members** - Cathy Muse provided on the appointments to the SBC. There were two new appointments to serve through December 31, 2008; Beatrice Malone, Hunter Mill District and John Elzroth, Providence District. The following commissioners were re-appointed to serve through December 31, 2008: Scott Monett, Dranesville District, Samuel Phipps, Lee District, Katy Fike, Mt. Vernon District, Mark Roeber, Springfield District and Omar Kader. Dr. Kader has notified staff that he will not be able to continue with the SBC.

**Small Business Conferences** – The Council of Governments will host the Maxaccess Conference 2007. The conference will be held at the Washington Convention Center. The Virginia Minority Suppliers Development Council is hosting the Virginia Business Opportunity Fair in Northern Virginia for the first time in May 2006.

Both are great opportunities for the small business community to learn more about doing business with large corporations and the government (national, state and local).

**Community Business Partnership** – Sam Phipps asked for a volunteer for attendance at the Community Business Partnership January meeting. Marvin Powell volunteered to attend. Sam will notify Kathy Wheeler with the CBP.

### **New Business**

The Commission has asked that staff prepare an overview of the history of the SBC for presentation at the February meeting.

It was requested that staff provide a metrics on web hits to the SBC pages.

SBC Elections – Mark Roeber was nominated for the SBC Chairman and Marvin Powell for Vice Chairman. Elections will take place at the January meeting.

### **Adjournment**

Mark Roeber moved to adjourn. Bob Secundy seconded. Meeting was adjourned at 8:45pm.